



## **EMPLOYMENT OPPORTUNITY**

### **Scientific Technician 2 (Two Positions)**

**Salary: \$2304 - \$2910    Range: 36**

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**Bulletin # 616**

**Opens: January 2, 2007**

**Closes: January 9, 2007**

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**Location:** There are two positions opening in the Fish Program, Fish Management Division, Puget Sound Sampling Program. Duty station is the Natural Resource Building in Olympia.

**Duties:** These positions provide technical assistance with the Puget Sound Sampling Program administration, databases and data collection. The position is primarily responsible for:

- Supporting field samplers by responding to field supervisory and headquarters staff requests for assistance with data, equipment and vehicles.
- Administrative Duties including office tasks such as copying, faxing, and filing, purchasing, budgeting, inventory, communications, scheduling, equipment storage and staff meetings arrangements.
- Assisting the Database Manager with editing, data entry, and data storage.
- Assisting the Special Projects Coordinator with preparations of equipment and training materials for sampling projects including selective fisheries and the Dungeness Crab Validation Study.
- Assisting the Electronic Sampling Coordinator with training, quality control, equipment distribution and inventory.
- Serving as a back-up recreational and commercial fisheries sampler.

**Competencies:** **KNOWLEDGE OF:** Basic knowledge of Microsoft Windows operating system and beginning level knowledge of MS Word, Excel, and Access; oral and written communication skills; customer service skills; office procedures and office equipment use; data collection procedures and random sampling guidelines; use of electronic detection equipment.

**ABILITY TO:** Rapidly and accurately record data; pay attention to detail; follow through to completion of assignments. Identify Puget Sound salmon species, crab and shrimp species, and common marine fish species.

**Working Conditions:** The typical work schedule is Monday – Friday; 40 hours per week; 8 hours per day; with occasional weekend/evening and overtime work. This is primarily an office/warehouse position involving long periods of time using a personal computer, with repetitive movements of hands, finger manipulations, keyboarding, sitting, driving, climbing up/down ladders & stairs and carrying, lifting (50 lb. max.) and exposure to dust. There is some fieldwork, usually less than 10%, requiring standing, squatting, kneeling, walking, working in inclement weather and on rough water. Activities include climbing in/out of boats, long periods aboard boats without shelter, sampling salmon in a boat, working and standing in a confined space with fish blood and slime, slippery surfaces, and bees (yellow jackets).

**Special Note:** This position is covered by a collective bargaining agreement between the State of Washington, Department of Fish and Wildlife, and the Washington Public Employees Association (WPEA) which contains a "union security" provision. This means that, as a condition of employment you must either join the union and pay union dues, or pay the union a representational or other fee within 30 days of the date you are put into pay status.

**Required Qualifications:**

- A high school diploma or GED, including one year of high school science, and
- Two years of experience as a Scientific Technician 1 or two years of laboratory or field experience as an assistant to a biologist, chemist, or zoologist, and
- At least six months working as fisheries sampler or with Puget Sound Sampling Program allowing for exposure to specific problems and experience dealing salmon, shellfish and/or marine fish harvest data collection.

College course work involving major study in biology, zoology, fisheries, chemistry, natural sciences, or closely allied field will substitute, year for year, for experience, provided the course work includes at least six semester or nine quarter hours of natural science classes.

**Preferred Qualifications:** Two-year college degree in natural resources, biology or related fields; Experience with reviewing, editing, summarizing data and data entry into spreadsheets or databases; Experience with customer service or working with the public; Experience with WDFW purchasing, inventory, and other administrative processes including office procedures and office equipment use; Basic knowledge of Novell Groupwise, WDFW Intranet, Fastrack financial reporting, Internet search techniques; Demonstrated familiarity with salmon life history, Puget Sound commercial and recreational fisheries and sport fishing regulations; Training or experience that provides the ability to identify Puget Sound salmon species, crab and shrimp species, and common marine fish species.

**To apply:** If you are interested in this opportunity, please submit a Washington State Application, resume, and detailed letter describing how you meet the required and preferred qualifications to:

Joe Vidales ([vidaljv@dfw.wa.gov](mailto:vidaljv@dfw.wa.gov))  
Personnel Office - Department of Fish and Wildlife  
600 Capitol Way North - Olympia, WA 98501  
Fax (360) 902-2392

**Web site for state application is:**  
<http://www.dop.wa.gov/Resources/Forms/>.

**All materials must be received in the Personnel Office by 5:00 pm on January 9, 2007**

The Department of Fish and Wildlife provides equal employment opportunities and is committed to a diverse workforce. Applicants needing assistance and or alternative formats of this announcement may call (360) 902-2276 (TDD: (360) 902-2207).

## **Examination Procedure**

**Examination Procedure:** The examination is an evaluation of your experience and training. The test questions are listed below. **Attach this examination to your state application and resume.** **Web site for state application is:** <http://www.dop.wa.gov/Resources/Forms/>. A notice will be mailed to you with your score. Candidates will be referred to the supervisor in accordance with the Master Agreements.

**Instructions:** Write your responses on a separate sheet of paper in the format requested below. *Note that a resume will not be accepted as a substitute for providing this information.* Be sure that any employment or formal training you describe is also shown on your state job application. For employment, specify employers, job titles, major duties performed, and length of service.

### **Qualifying Experience and Training Exam**

1. Tell us how you meet the required qualifications for this position, specifically:
  - A high school diploma or GED
  - High school science coursework
  - Experience as a Scientific Technician or similar laboratory or field experience
  - Experience as a fisheries sampler or closely related experience
  - College courses completed in related science subjects
2. Tell us about any training or experience related to the preferred qualifications for this recruitment. Be specific in listing job titles, employers, and describing your duties. Describe any formal training relevant to these preferred qualifications.